

03-OSR-0070



U.S. Department of Energy
Office of River Protection
Mr. R. J. Schepens
Manager
P.O. Box 450, MSIN H6-60
Richland, Washington 99352

CCN: 048490

FEB 26 2003

Dear Mr. Schepens:

**CONTRACT NO. DE-AC27-01RV14136 – READINESS FOR WASTE TREATMENT
AND IMMOBILIZATION PLANT (WTP) PRETREATMENT FACILITY FULL
CONSTRUCTION**

- References:
- 1) CCN 048264, Inspection Report, R. J. Schepens, ORP, to R. F. Naventi, BNI, "A-03-OSR-RPPWTP-002-Construction Authorization Request Readiness Inspection," 02-OSR-0586, dated December 10, 2002
 - 2) CCN 046878, Letter, R. J. Schepens, ORP, to R. F. Naventi, BNI, "U.S. Department of Energy (DOE) Notice to Proceed with Construction Activities," 02-OSR-0517, dated November 13, 2002
 - 3) CCN 042775, Letter, R. F. Naventi, BNI, to R. J. Schepens, ORP, "Construction Authorization Readiness in Consideration of Recent Assessments and Inspections of Engineering Activities," dated October 30, 2002
(S)
 - 4) CCN 039965, Letter, R. F. Naventi, BNI, to R. J. Schepens, ORP, "Hanford Waste Treatment and Immobilization Plant Critical Decision 3C Declaration of Readiness," dated August 28, 2002
(JW)

This letter confirms Bechtel National, Inc.'s (BNI) readiness to proceed with full construction activities (CA) for the Hanford Tank Waste Treatment and Immobilization Plant (WTP) Pretreatment Facility (PT).

BNI previously declared readiness (Reference 4) to proceed with WTP Critical Decision 3C construction activities. This declaration included full construction of the PT. The Department of Energy Office of River Protection (ORP) authorized construction of PT pits, tunnels, and basemat in addition to other activities (Reference 2).

BNI has proceeded with the authorized PT construction activities and anticipates the need for full CA by March 31, 2003, to support the orderly progression of facility construction.

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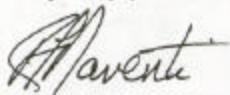
ORP documented the conclusions of the Readiness Inspection performed to assess BNI's readiness for full construction of the Low-Activity Waste and High-Level Waste facilities (Reference 1). The focus of this inspection was the declaration (Reference 4) and its underlying documentation, as well as BNI actions taken to address Engineering weaknesses (Reference 3). As stated in Section 1.2.3 of the ORP report, "the inspectors concluded the Contractor had sufficiently supported their request for full CA." While the ORP inspection was conducted to assess readiness for full CA of the vitrification facilities, the functional programs that were assessed are equally applicable to PT.

Since completion of the ORP readiness inspection, BNI has completed further actions addressing the noted Engineering concerns. These actions are discussed in the attachment to this letter.

Based on the review of Reference 4, as endorsed in Reference 1, and the subsequent action described in the attachment, BNI confirms its readiness for and requests full construction authorization be provided by March 31, 2003.

If you have any questions, please contact me at 371-2330.

Very truly yours,



R. F. Naventi
Project Director

REL/bja

Attachment: Engineering Readiness Assessment for Pretreatment Facility Design Activities
under Full Construction Authorization

Engineering Readiness Assessment for Pretreatment Facility Design Activities under Full Construction Authorization

- References:
- 1) CCN 039965, Letter, R. F. Naventi, BNI, to R. J. Schepens, ORP, "Hanford Waste Treatment and Immobilization Plant Critical Decision 3C Declaration of Readiness," dated August 28, 2002
 - 2) CCN 044011, Letter, R. J. Schepens, ORP, to R. F. Naventi, BNI, "Notification of Construction Authorization Readiness Assessment and Associated Concerns," dated October 4, 2002
 - 3) CCN 042775, Letter, R. F. Naventi, BNI, to R. J. Schepens, ORP, "Construction Authorization Readiness in Consideration of Recent Assessments and Inspections of Engineering Activities," dated October 30, 2002

Engineering readiness to proceed with full construction activities prior to Construction Authorization has been addressed previously for all WTP facilities (reference 1). Relative to front-end design definition, the Pretreatment facility has now advanced to a maturity comparable to that of the vitrification facilities at the time of the referenced assessment. Relative to engineering work processes, the inquiries, reviews, and conclusions were equally applicable to the Pretreatment work processes.

Subsequent to those reviews, and in light of concerns expressed by ORP relative to engineering readiness (reference 2), BNI undertook a broad assessment of internally and externally identified issues related to design control. Reference 3 reported to ORP the conclusions of that assessment and identified a set of actions (reference 3, attachment 2) that are also relevant to Pretreatment design support. BNI has progressed those actions as committed. Considering specifically the summary schedule on page 12 of reference 3:

- Compensatory measures have been implemented.
- Initial corrective actions scheduled for October and November, primarily related to procedure improvements and training, were accomplished as scheduled.
- The first round of discipline self-assessments based on available data, which were scheduled and accomplished in December, support the conclusion that the above actions have been effective to date, with recommendations for improvement.
- Corrective action processes have been strengthened and appropriate metrics instituted.

The attached Quality Action List has been used to status progress on actions initially identified. Follow-up actions have developed as investigations and corrective actions were implemented. Additional areas of significance related to design control have been identified for action based on internal self-assessment and corrective action processes.

There are four areas that require further actions and attention.

1. Improve authorization basis compliance reviews. Actions taken to date include procedure revisions, revisions to safety screening checklists, and training sessions for authorization basis coordinators. However, despite these actions, there have been several instances of non-compliance related to documentation adequacy that were self-

identified (see 24590-WTP-CAR-QA-03-012, 03-020, 03-025, 03-029) and also findings from the recent OSR inspection. Actions are being taken to continue to improve project performance in this area, including actions specific to Pretreatment, which include a completed training session for area supervisors on the procedural aspects that must be followed.

2. Improve the timeliness of reviews. The performance of timely reviews is imperative to assure engineering that the design is appropriate for the functions required. Corrective actions reports have surfaced in two disciplines in particular that relate to the timeliness of the reviews (24590-WTP-CAR-QA-02-299, 03-023, 03-043). Actions to improve the timeliness of the reviews are underway. Supervisors have an increased understanding of the necessity for the reviews prior to issuance of documents for procurements and construction.
3. Improve the documentation of changes in design documents. The project is still relatively early in the process of implementing change documents into design documents that are Revision 0 or later, and detailed performance continues to have areas that call for further improvement (24590-WTP-CAR-QA-02-144, 02-149, 03-010, December change control document review, CCN 047320, Management Assessment 24590-WTP-MAR-ENG-02-010). In most cases, it has been determined that the record of change document incorporation has been deficient rather than actual incorporation of the design change into the design documents. Moreover, a number of these deficiencies occurred earlier than October of 2002, when a series of corrective actions were initiated. Further monitoring and improvement actions are in progress. Change document incorporation will be a subject of discussion at the March monthly quality meeting.
4. Ensure the quality of the design inputs from source documents and databases. This issue surfaced as a result of reviews of several individual deficiencies. As a majority of the identified issues have been brought up in previous CARs, measures were taken to correct the individual deficiencies. The measures included updating the SIPD fields, correcting problems identified in Component Information System (CIS), and revising the procedures to document the inputs to calculations. A CAR (24590-WTP-CAR-QA-03-007) has now been written on the issue that resulted from the review of individual deficiencies and several actions are planned to preclude the recurrence of the identified deficiencies:
 - Revise the procedure for engineers to initiate action to add/revise Standards Identification Process Database (SIPD) Structures, Systems, and Components (SSCs) to reflect design evolution/changes.
 - Develop controlled method of inputting changes from source documents into engineering databases such as identifying approved input sources for information in databases, and reviewing the impact of changes to the approved input sources.
 - Develop top-level guidance on the future role of engineering databases.
 - Review procedures for consistency in direction.

- Perform a Root Cause Analysis to focus on the issue of control of inputs to the engineering databases and implement actions from the analysis (to be completed by March 28, 2003).

In addition to specific work process commitments addressed in reference 3, BNI committed to a substantial realignment of the design organization to area-focused organizations functioning as the Design Agencies, with a central Engineering organization functioning as the Design Authority. With respect to Pretreatment area design activities (as well as design support for the remainder of BNI's scope), this realignment is in place and will be the organizational basis for work performed under the requested Construction Authorization. A number of relevant self-assessments are in progress under the auspices of the new organization. These include:

- Reviews by senior Bechtel engineering managers from other industry sectors in collaboration with Bechtel National Chief engineers on a breadth of performance-related topics. Initial results have created added emphasis and actionable recommendations related to current areas of focus (e.g., calculations) and have generated increased attention in some other areas (such as training, automation tools, work process continuity with construction).
- Schedule assessments in support of a forecast update. The project plans to factor into these assessments appropriate assumptions going forward regarding work process performance to assure that schedules allow for necessary inputs and reviews to support engineering work product quality.

We believe these initiatives are reflections of a continuous improvement process, are good business practices, and are consistent with commitments to ask more from our self assessment and corrective action processes. As noted in reference 3, WTP can be expected to continue to encounter issues requiring resolution as the project proceeds. Close management attention, effective identification, and timely resolution of these issues through the corrective action process, as has been our practice in most areas of the project, will continue.

In summary, actions instituted as a result of the assessments discussed in reference 3 are progressing, augmented by continuing feedback and improvement processes, and support continuation of Pretreatment design and construction under a full Construction Authorization Agreement.

Attachment: Quality Action List dated February 21, 2003

QUALITY ACTION LIST (as of February 21, 2003)

Action	Disciplines	Responsible	Date
Calculations; Owner – Roth			
C-1.*	Reviewed sample of calculations for unverified assumptions	Overall Eng Manager	Hughes 10/02/02 A
C-2.*	Convert Confirmed calculations to Committed Preliminary status	Process Assurance	Marsh 10/08/02 A
C-2a.	Draft letter	PDC	Foote 10/07/02 A
C-2b.	Revise Altris		Hagen 10/17/02 A
C-3.*	Add/train second checkers for Committed Preliminary/confirmed calculations issued after 10/8	Overall	Foote 10/09/02 A
C-4.*	Issue Calculation procedure revision	Overall	Hughes 10/28/02 A
C-5.*	Complete Process Assurance surveillance sample for September calculations (monthly)	Process Assurance	Foote 10/21/02 A
C-5a – October Review		Process Assurance	Foote 11/15/02 A
C-5b - November Review		Process Assurance	Foote 12/04/02 A
C-5c – December Review		Process Assurance	Foote 01/23/03 A
C-5d – January Review		Process Assurance	Foote 02/24/03 A
C-5e – February Review		Process Assurance	Foote 03/24/03 F
C-5f – March Review		Process Assurance	Foote 04/24/03 F
C-5g – April Review		Process Assurance	Foote 05/22/03 F
C-6.*	Provide attribute checklist for Quality Metric to disciplines for use by Checker of calculations	Process Assurance	Foote 10/22/02 A
C-7.*	Complete classroom training in revised Calculation procedure for calculation originators/checkers	Overall	Foote/SF Chiefs 10/23/02 A
C-7a.	Perform makeup training	Process Assurance	Foote 2/13/03 A
C-8.*	Implement Calculation Quality Metric by Checker Data	Overall	Foote 10/28/02 A
C-9.*	Issue Root Cause Analysis Report (CAR-QA-02-119)	Eng Manager	Marsh 10/28/02 A
C-10.*	Identify Discipline Chief Engineers Calculation Specialists	C-10a. Mechanical	Duncan 10/31/02 A
C-11.	First Draft of Metrics	Process Assurance	Foote 11/15/02 A
C-12.*	Develop initial schedule for committed calculations to be revised to confirmed status	All disciplines	All (Foote to send email requesting schedule) 11/15/02 A

*Items Listed in CCN 042775

QUALITY ACTION LIST (as of February 21, 2003)

	Action	Disciplines	Responsible	Date
	C-12a. Review schedules for completeness of committed calculations	All disciplines	All	3/15/03 F
	C-12b. Review and revise schedules for timeliness of conversion to confirmed status	All	All	3/15/03 F
C-13.	Chief Engineer Calculation Specialist orientation and roles and responsibilities training	Process Assurance	Foote	11/07/02 A
C-14.	Implement Corrective Actions from Root Cause Analysis (remaining actions are to revise procedure to address inputs and train remainder of staff)	Process Assurance	Roth	02/13/03 A
C-15.	November review of effectiveness of checklist (Calculation Review for November); See C-5 for follow-up surveillance.	Process Assurance	Foote	12/04/02 A
C-16.	Respond to CAR - QA-02-119	Process Assurance	Roth	11/19/02 A
C-17.	Calculation Review for October; See C-5 for follow-up surveillance.	Process Assurance	Foote	11/15/02 A
C-18.	Develop and implement method to ensure owners of affected documents are notified in a timely manner when results of calculations used as inputs have changes	PPS	Roth	02/13/03 A
	C-18a - Issue Management directive for implementing methodology	PPS	Roth	01/30/03 A
	C-18b - Deleted	PPS	Roth	02/13/03 A
	C-18c - Revise procedure with methodology	Process Assurance	Foote	12/04/02 A
C-19	November Review of Calculations; See C-15 Duplicate Entry			

*Items Listed in CCN 042775

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QUALITY ACTION LIST (as of February 21, 2003)

Action	Disciplines		Responsible	Date
	All	Individuals		
DIMs; Owner – Roth				
D-1.* Sample review of DIMs for completeness/accuracy	Footle	Duncan	Footle	10/30/02 S 11/07/02 A
D-2.* D-1a. Follow-on meeting to develop training/guidance materials	Select Individuals	Roth	Footle	11/22/02 A
D-3.* Issue Design Criteria guidance for DIM minimum content and use of *	Eng Procedures	Roth	Footle	11/27/02 A
D-4.* Complete DIM classroom training for drawing DIM originators/checkers	Overall	Overall	Roth	2/13/03 A
D-5a Provide makeup training for DIM originators/checkers	PPS	PPS	Roth	02/28/03 F
D-4 Provide training for the DIM classroom training to augment the previous training	Process Assurance	Process Assurance	Footle	04/30/03 F
D-4a. DIM post-implementation surveillance	Process Assurance	Process Assurance	Footle	08/28/03 F
D-4b. DIM post-implementation surveillance	PPS	PPS	Roth	02/07/03 A
D-5 Distribute DIM checklist to DIM originators				
SDDRs; Owner – Hummer				
S-1 Disciplines complete SDDR evaluations, action identifications	Overall	Hummer	Hummer	10/31/02 S 11/12/02 A
S-1f. Process appropriate change paper and incorporate as necessary	Mech Hand	Duncan	02/28/03 F	
	Mech sys	Duncan	02/28/03 F	
	C/S/A	Scribner	02/28/03 F	
S-2.* Complete initial discipline quality meetings (to be held monthly)	Overall	Footle	Footle	10/23/02 A
NOTE: In letter, listed under CM not S				
S-3. Hold meeting to discuss results of evaluations	Process/Procedures/ Personnel	Processes	Hummer to setup meeting	11/05/02 A
S-4. November Quality meeting agenda – include CAR status, Calc quality, AB Maintenance, Procurement Feedback	Processes	Roth	Roth	11/12/02 A
S-5.* Issue SDDR associated form and procedures revisions	Eng Procedures	Roth	11/22/02 A	
S-6 Provide example of "good" SDDR on the new form	CM	Auclair	Auclair	03/07/03 F

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QUALITY ACTION LIST (as of February 21, 2003)

		Action	Disciplines	Responsible	Date
Configuration Management; Owner – Auclair					
CM-1.	Report initial CM Oversight results (Acquisition Services) to Engineering Manager	CM Group	Hummer	Hummer	10/18/02 A
	CM-1a – Issue summary report	CM	Auclair	Auclair	11/25/02 A
	CM-1b – Issue detailed report	CM	Auclair	Auclair	11/25/02 A
CM-2.	Issue Six Sigma CM Process Review Report	Eng Manager	Upton	Upton	10/18/02 A
CM-3.	Obtain services of Configuration Management consultant	Eng Manager	Marsh	Marsh	10/09/02 A
CM-4.*	PDC audit of site libraries, QC verification	PDC	Hagen	Hagen	10/03/02 A
CM-5.*	Data entry/integrity program initiation	PDC	Hagen	Hagen	10/14/02 A
	CM-5a. – Report results of program to Engineering Manager, QA Manager and Project Management	PDC	Hagen	Hagen	11/15/02 A
CM-6.*	Weekly surveillance of crlf/technical libraries (through 5/03)	PDC	Hagen	Hagen	10/28/02 A
CM-7.*	Review of FCRs (Electrical) and any changes incorporated	Electrical	Davis	Davis	10/15/02 A
CM-8.	Compliance review of open CM related CARs	CM group	Auclair	Auclair	10/30/02 A
	CM-8a. – Issue memo documenting review	CM group	Auclair	Auclair	12/05/02 A
CM-9.*	Review of lessons from earlier PDC attention to detail solutions	Process Assurance	Roth	Roth	11/01/02 A
CM-10.*	Creation of PDC procedure [PADC-008] for document data entry rev 1	PDC	Hagen	Hagen	11/08/02 S
CM-11.*	25% sample of CS&A FCRs for problems similar to Electrical and any changes incorporated	CS&A	Auclair/Scribner	Auclair/Scribner	11/26/02 A
CM-12.*	CM Group to review and report on sample of CM enabling change control documents (monthly)	CM Group	Hummer	Hummer	11/27/02 A
	CM-12a. December Review	CM Group	Hummer	Hummer	01/02/03 A
	CM-12b. January Review	CM Group	Hummer	Hummer	02/28/03 F
	CM-12c. February Review	CM Group	Hummer	Hummer	03/13/03 F
	CM-12e. March Review	CM Group	Hummer	Hummer	04/14/03 F
	CM-12f. April Review	CM Group	Hummer	Hummer	05/14/03 F
CM-13.*	Institute performance metrics for feedback (metric found in CM review by Upton)	Process Assurance	Auclair/Albin	Auclair/Albin	12/02/02 A
CM-14.*	Revise FCR form and procedure	Process Assurance	Foot/Moorman	Foot/Moorman	11/27/02 A
CM-15.*	Distribute DIMs/SDDR/NCR/FCR checklists as content guidance	Process Assurance	Foot	Foot	11/27/02 A
CM-16.*	Safety/Quality training session (monthly)	PDC	Hagen	Hagen	11/26/02 A

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QUALITY ACTION LIST (as of February 21, 2003)				
	Action	Disciplines	Responsible	Date
CM-17.*	Identify affected documents and correct affected document links in Altris for FCRs	DCEs/PDC	DCEs/Hagen	11/26/02 A
CM-18.*	Surveillances/Management Assessments by Area Disciplines	Process Assurance	Foote/APEMS	12/31/02 A
CM-18a - December Management Assessment	Process Assurance	Foote/APEMS	12/31/02 A	
CM-18b - February Management Assessment (working)	Process Assurance	Foote/APEMS	02/28/03 F	
CM-18c - April Management Assessment	Process Assurance	Foote/APEMS	04/29/03 F	
CM-19.*	PDC Six Sigma process improvement initiative and definitions of CM quality metrics	PDC	Hagen	12/13/02 A
CM-20.*	Monitoring PDC data entry and monthly feedback (1 st feedback due Nov)	PDC	Hagen	11/22/02 A
CM-21.*	Bimonthly management assessment of PDC coordinated with Engineering	PDC	Hagen	12/13/02 A
CM-22.*	Revise six procedures (Drawings, Specifications, FCR/FCNs, SDDRs, NCRs, and MRs) (direction to be sent 11/01/02)	Process Assurance	Foote/Moorman	11/05/02 S
CM-22a.	Procedures update for PDC direction IAW other scheduled dates	Process Assurance	Foote/Moorman	11/27/02 A
CM-23.	Review of all FCRs/FCNs/SDDRs/NCRs for adequacy of not to incorporate decision (for SDDR's see item 5-6)	Resident Engineer	Tom Hughes/ Auclair	11/27/02 A
CM-23a.	If adequate capture appropriate links; if inadequate process appropriate change paper to incorporate	TBD	DCEs, as appropriate	02/28/03 F
CM-24.	Plan for incorporating or resolving specific recommendations of CM review report	PPS	Roth	12/31/02 A
CM-24a.	Identify near term actions resulting from CM review	CM Group	Auclair	11/15/02 A
CM-25.*	Comprehensive review of all outstanding CARs in Engineering looking at corrective actions confirm extent of condition and closures	Process Assurance	Foote	11/22/02 A
CM-26	Issue draft CM Plan Rev 1 for across-project review	CM / C&T	Hummer / Lockhart	11/27/02 A
CM-26a -	Incorporate or explain exceptions taken to ISO 10007:1995(E)	CM	Auclair	12/19/02 A
CM-26b -	Issue CM Plan Rev 1	CM	Hummer	12/30/02 A
CM-27	Revisit gap analysis to ITP 1-102 to confirm no additional EPC CM related actions	CM	Hummer	12/13/02 A
CM-28	100% Review of FCRs in disciplines other than CSA and electrical	Res. Eng	Tom Hughes	02/13/03 A

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QUALITY ACTION LIST (as of FEBRUARY 21, 2003)

	Action	Disciplines	Responsible	Date	
Six-Sigma CM Recommendations					
6ΣCM-1	Update CM CBT Training	CM	Hummer	01/02/03 A	
	6ΣCM-1a – Obtain Technical Services to update CBT Training	CM	Auclair	12/03/02 A	
	6ΣCM-1b – Update stair steps and incorporate into training profiles	Engineering	Brophy	01/06/03 A	
	6ΣCM-1c – Update training profiles for new CM CBT Training	C&T	Vacea	02/04/03 A	
	6ΣCM-1d – Conduct classroom training for Supervisors and Management	CM	Hummer	1/3 – A 1/30/03	
6ΣCM-2	Clarify when DCN and SCN use is expected	Process Assurance	Foote / Moorman	11/27/02 A	
6ΣCM-3	Revise procedure for consistent FCR/FCN definition with Construction	Process Assurance	Foote / Moorman	11/27/02 A	
6ΣCM-4	Revise procedure for consistent NCR disposition with Construction	Process Assurance	Foote / Moorman	11/27/02 A	
6ΣCM-5	Revise procedures for handoff / handshake gaps:	Process Assurance	Foote / Moorman	11/27/02 A	
6ΣCM-6	Review / Revise procedures: clarity, direction, consistent terminology, and flow charts.	Process Assurance	Foote / Moorman	02/07/03 A	
	6ΣCM-6a – CM group identify CM-affecting procedures	CM	Hummer	1/14/02 A	
	6ΣCM-6b – Identify Review Team (PA, QA, CM, etc.)	Engineering	Roth	1/1/25/02 A	
	6ΣCM-6c – Develop schedule to revise affected procedures	Process Assurance	Foote /Moorman	1/1/25/02 A	
	6ΣCM-6d – Team review and redraft procedures:	G04B-00044 (COMP No.) G04B-00046 (DWG) G04B-00049 (SPEC) G04B-00061 (NCR) G04B-00062 (FCR / FCN) G06B-00001 (MR)	Engineering Engineering Engineering Engineering Engineering	Roth Roth Roth Roth Roth	02/06/03 A 02/06/03 A 02/06/03 A 02/06/03 A 02/06/03 A
	6ΣCM-6e – Revise procedures		Process Assurance	Foote /Moorman	02/06/03 A

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QUALITY ACTION LIST (as of FEBRUARY 21, 2003)

Authorization Basis; Owner - Kloster	Action	Disciplines		Responsible	Date
		Eng Manager	Marsh		
AB-1.*	Implementing AB screening checklist for all primary design documents	Process Assurance	Foote/Moorman	11/15/02 A	11/11/02 A
AB-2.*	Revise procedure to mandate use of screening checklist	All	DCEs	11/22/02 A	11/22/02 A
AB-3.*	Review 100% of primary design documents (numeric rev) for AB compliance	Process Assurance	Foote/Moorman	11/22/02 A	11/22/02 A
AB-4.*	Changes to drawing, design criteria and change control procedures to address descriptive text in PSAR	ISMS	Kloster	11/21/02 A	11/21/02 A
AB-5.*	Train design engineers/AB coordinators	ISMS	Kloster	02/05/03 A	02/05/03 A
AB-6	Identify appropriate guidance for change documents relative to AB screening checklist	ISMS	Moorman	02/28/03 F	02/28/03 F
AB-7	Review process for AB screening with respect to new process of AB maintenance	Process Assurance	Kloster	02/07/03 A	02/07/03 A
AB-8	Revise drawing procedure to clarify aspects of confusion listed in root cause analysis	E&NS	Klein	04/11/03 F	04/11/03 F
AB-9	Update AB Maintenance CBT	ISMS	Kloster	02/11/03 A	02/11/03 A
AB-10	Implement method to provide continued guidance to AB coordinators on AB screening issues	ISMS	Kloster	01/22/03 A	01/22/03 A
	AB-10a - January - Conduct Monthly meeting with AB Coordinators	ISMS	Kloster	02/26/03 F	02/26/03 F
	AB-10b - February - Conduct Monthly meeting with AB Coordinators	ISMS	Kloster	03/26/03 F	03/26/03 F
	AB-10c - March - Conduct Monthly meeting with AB Coordinators	ISMS	Kloster	04/23/03 F	04/23/03 F
	AB-10d - April - Conduct Monthly meeting with AB Coordinators	ISMS	Kloster	05/21/03 F	05/21/03 F
	AB-10e - May - Conduct Monthly meeting with AB Coordinators	ISMS	Kloster	06/25/03 F	06/25/03 F
	AB-10f - June - Conduct Monthly meeting with AB Coordinators	ISMS	Kloster	07/23/03 F	07/23/03 F
	AB-10g - July - Conduct Monthly meeting with AB Coordinators	ISMS	Kloster	08/20/03 F	08/20/03 F
	AB-10h - August - Conduct Monthly meeting with AB Coordinators	ISMS			

*Items Listed in CCN 042775

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QUALITY ACTION LIST (as of FEBRUARY 21, 2003)

Corrective Action; Owner - Roth	Action	Disciplines		Responsible	Date
O-1.	Issued 6 CARs to disciplines from chief's review of calculation compliance				08/19/02 A
O-2.	George Shell and Fred Marsh meeting with supervisors to emphasize quality expectations				08/23/02 A
O-3.*	Ron Naventi and Fred Marsh quality stand down				09/16/02 A
O-4.*	Process Assurance assumes responsibility for managing inspection finding responses for Engineering	Eng Manager	Marsh		10/21/02 A
	Establish trend reporting system	Process Assurance	Foote		11/27/02 A
O-6.	Delete – see CM-18.				
O-7	Conduct training on CARs/QAIS for managers, supervisors, and staff in a position to initiate or respond to CARs	Process Assurance	Foote		12/30/02 A
O-7a	Provide makeup training for managers supervisors on CARs and QAIS	Process Assurance	Foote		02/20/03 A
O-8	Engineering Quality Meeting (monthly)	All Disciplines	Foote		10/23/02 A
O-8a	November (See S-2 and S-4)	All Disciplines	Foote		11/12/02 A
O-8b.	December (See S-2 and S-4)	All Disciplines	Foote		12/31/02 A
O-8c.	January	All Disciplines	Foote		01/31/03 A
O-8d.	February	All Disciplines	Foote		02/28/03 F
O-8e.	March	All Disciplines	Foote		03/27/03 F
O-8e.	April	All Disciplines	Foote		04/30/03 F
O-9	Provide procedure for performing process assurance surveillances	Process Assurance	Foote		12/01/02 A
O-10	Provide surveillance input to management and disciplines identifying emergent issues	Process Assurance	Foote		02/28/03 F

*Items Listed in CCN 042775

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